

The Cyrenius H. Booth Library Minutes
Board of Trustees Meeting
Tuesday, February 8, 2022 7:00 p.m.

Present: Greg Branecky, Michelle Brown, Elaine Corbo, Laura Goldstein, Beth Hamilton, Elizabeth Litt, Donna Rahtelli, Anne Rothstein, David Schill, Katie Smith, Alex Villamil, Rose Marie Zaharek,

Absent: Amy Dent, Dana Flynn, Nicole Moeller

Staff: Doug Lord, Jennifer Nash, Kaki Taylor

Public: Denise Kaiser

The meeting was called to order at 7:00 p.m. by the President Michelle Brown.

Consideration of Minutes:

Anne made a motion to accept the minutes from the January 11, 2022 meeting, and Elaine seconded the motion. All approved. Motion passed.

Public Participation: None

President's Announcements: None

Treasurer's Report: Greg reviewed the monthly financial statement. Revenue is up because of the Annual Fund Drive and the Turkey Trot. Expenses are under budget because of the timing of payroll. Overall, there is a net income of \$101,450.

Library Director's Report: The director's report made special note of the start of a new full-time employee, Tom Nolan, as Head of Circulation and also noted the donor-funded new bookshelves in the main lobby area. It is hoped that this is the start of some well-considered and much-needed improvements to the facility that have been requested by patrons and sister organizations and which will enhance the patron experience. The excellent work of Young Adult Librarian Darcy Sowers was also singled out for praise.

Committee Reports:

Governance –The Governance and Finance Committees jointly met with Donald Studley, CPA on February 1, 2022 to discuss Board designated funds. The Finance Committee will discuss this matter further and follow up with the Governance Committee.

Development – The only possible fundraisers right now are encouraging donations for Fairfield County Giving Day, and selling bricks. The committee can send a loop notice to schools & parents again, encouraging brick sales for teacher appreciation week. Covid requirements are lifting, so the committee will plan a Scavenger Hunt for spring.

Finance – See Treasurer’s Report

Long-Range Planning – The committee has identified categories of individuals to include in focus groups for the Strategic Plan. The committee would like recommendations from the Board of Trustees for individuals who fit these categories: community groups (government, schools, healthcare, seniors, special education) and business groups (Chamber of Commerce, Newtown nonprofits, Lions Club, Rotary, economic development).

Building and Grounds – The slate roof expert has been unable to evaluate the roof because of snow and ice cover. David gave updates on progress with a number of interior projects which had been stalled because of Covid, but are now moving forward.

Art and Historical – Kate Sasanoff joined the Art & Historical Committee meeting; she has ideas for bringing more local art into the library.

Friends of the Library Liaison –The Friends Board of Directors approved releasing the second installment of \$35,615 from the Friends 2021-2022 annual grant to the library. New committees were suggested: 1) review the Friends’ by-laws and 2) review the Vision Project 2.0 guidelines. The Holiday Book and Gift Boutique was extraordinarily successful, and Mr. Lord granted the Friends the continued use of the expanded space. The book sale committee has reactivated in preparation for the 2022 annual book sale. The year-to-date membership exceeds last year's.

Diversity, Equity, and Inclusion-

The Diversity, Equity and Inclusion Committee did not meet this month. Dana participated in the webinar “More than a Conversation about Race”.

Old Business: None

Unfinished Business: None

New Business:

The Governance Committee presented Steve Schoen as a potential Trustee for the consideration of the Board, and recommended his appointment.

Anne moved to appoint Steve Schoen as a Library Board Trustee to fill the vacancy created by Tom Long’s resignation. This term ends July 1, 2022. Seconded by Betsy. All approved. Motion passed.

Rose Marie made a motion to move into Executive Session to discuss cybersecurity issues regarding “spoofing” emails. Greg seconded the motion. All approved. Motion passed. Entered Executive Session at 7:50 P.M.

Left Executive Session at 8:07 P.M. Pursuant to the discussion in Executive Session, no action was taken.

*A motion was made to adjourn the meeting by David and seconded by Elaine. All approved.
Motion passed.*

Meeting adjourned at 8:08 p.m.

Respectfully submitted,

Betsy Litt, Secretary
C.H. Booth Library Board of Trustees

***THESE MINUTES ARE SUBJECT TO APPROVAL BY THE C. H. BOOTH LIBRARY BOARD
OF TRUSTEES AT THE NEXT MEETING***